

Complete the information below; to sign the form, type in one's name in the signature box.

DRAKE UNIVERSITY APPLICATION FOR INTRA-UNIVERSITY TRANSFER

NAME [Please Print]: _____ DRAKE ID: _____

LOCAL PHONE: _____ Cumulative GPA: _____

DRAKE EMAIL ADDRESS: _____

I hereby apply for a transfer from the College of _____

to the College of _____. I understand that I need special permission from both colleges if I am on academic probation. [Generally a student will not be permitted to complete an intra-university transfer application if on probation.]

Current Major: _____ New Major: _____

Former Advisor: _____ New Advisor: _____

Signature of Student: _____

COLLEGE CLEARANCES

I. Approval of the college in which the student is currently enrolled.

I _____ approve _____ do not approve the transfer requested.

Date

Associate/Assistant Dean of Student's Current College

II. Approval of the college to which the student wishes to transfer.

I _____ approve _____ do not approve the transfer requested.

Date

Associate/Assistant Dean of Student's New College

Directions for Student:

1. Complete the top section of this form.
2. Obtain the approval of your current college and your new college/school.
3. Request your current college transfer your academic file.
4. Work with New Advisor if schedule adjustments are appropriate.

Date File Sent: _____ [Office Use Only]

Once completed, click [Submit Form](#), OR save the document and email it to renae.chesnut@drake.edu.